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May 3, 2011

Addendum No. 1  
to  
Request For Qualifications  
Translation/Interpretation Services  
Dated April 22, 2011

Dear Consultant:

This letter is Addendum No. 1 to the Translation/Interpretation Services Request for Qualifications (RFQ) dated April 22, 2011. Where text is revised, deleted text is shown in strike-through format; added text is *italicized*. The RFQ is revised as follows:

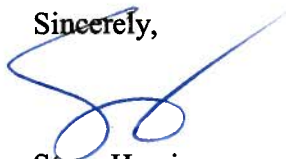
<u>Addendum</u> <u>Item</u>	<u>Reference</u>	<u>Change(s)</u>
1	Letter of Invitation, Section I: SOQ Due Date, Page 1 and all references to the proposal due date thereafter	Interested firms must submit an original and one (1) copy, as well as one (1) electronic PDF copy, of their SOQ by 4:00 p.m., <del>Thursday, May 12, 2011</del> <i>Monday, May 16, 2011</i> .
2	Section V: Minimum Qualifications, Page 2	To be eligible for SOQ evaluation, firms must demonstrate that they meet the following minimum qualifications for <del>both</del> translation services and/or interpreter services:
3	Section IX, Form of Statement of Qualifications, Item 1: Transmittal Letter, Page 4	"The transmittal letter shall clearly indicate in what language(s) the Consultant can provide translation and/or interpreter services ..."
4	Section IX, Form of Statement of Qualifications, Item 2: Firm Qualifications, Page 4	"a detailed statement demonstrating the consultant's compliance with the <i>applicable</i> <del>ten (10)</del> minimum qualifications described above in Section V, for translation and/or interpreter services; ..."
5	Section IX, Form of Statement of Qualifications, Item 3: Translation work sample, Page 5	<b>Translation work sample (if applicable)</b>

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|---|---|--|
| 6 | Section IX, Form of Statement of Qualifications, Item 4, References, Page 5               | “a list of references attesting to the Consultant’s experience in performing translation and/or interpretation work ...”   |
| 7 | Section IX, Form of Statement of Qualifications, Item 5, Costs & Turnaround Times, Page 5 | <b>Cost &amp; Turnaround Times (<i>as applicable</i>)</b>  |
| 8 | Section X, Evaluation Factors   | “The Project Manager, in consultation with the MTC Office of General Counsel, will conduct an initial review of the SOQs for responsiveness to ensure that each SOQ meets the <i>applicable</i> minimum qualifications set out in Section V, Minimum Qualifications. Proposers failing to meet the minimum qualifications <i>applicable to the work (interpreter and or translation)</i> will not be considered responsive.” |

The remaining provisions of the RFQ, dated April 22, 2011, remain unchanged. In the event of a conflict between this addendum and the previous version(s), this addendum shall take precedence.

Any questions concerning this addendum to the RFQ should be directed to Leslie Lara-Enriquez, Project Manager, at (510) 817-5813 or [llara@mtc.ca.gov](mailto:llara@mtc.ca.gov).

Sincerely,



Steve Heminger  
Executive Director

SH:LL

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